

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING  
MARCH 18, 2013  
6:30 P.M.**

**I. Call to Order/ (Closed Session) 6:00 P.M.**

**I. Call to Order/ (Regular Session) 6:30 P.M.**

**II. Invocation/Pledge of Allegiance**

**III. Adjustments/Approval of Agenda**

**IV. Public Comments**

**V. Approval of Consent Agenda**

**A. Minutes**

1. **January 29, 2013 Agenda Meeting Minutes** .....pg. 6-7
2. **February 18, 2013 Regular Meeting Minutes** .....pg. 8-46
3. **February 26, 2013 Agenda Meeting Minutes** .....pg. 47-48
4. **March 4, 2013 Regular Meeting Minutes** .....pg. 49-58

**B. Tax**

1. **Tax Releases for March 2013** .....pg. 59-67
2. **November 2012 Motor Vehicle Valuation & Levy** .....pg. 68-72
3. **February 2013 Tax Collection Report** .....pg. 73-76

**C. Finance** .....pg. 77-80

**Grant Fund-Rural Center Inpatient Hospice Care Center Grant**

**Revenues:**

RC-Inpatient Hospice Care Center	238176-332079	\$(8,000)
State Revenue Restricted		

**Expenditures:**

RC-Inpatient Hospice Care Center	238176-449995	\$(8,000)
Grant Expenditures		

The budget amendment above is to reduce the Rural Center Inpatient Hospice Care Center Grant in the amount of \$8,000. The grant was written for the creation of 10 full time jobs, however only 9 full time positions were created at the Inpatient Hospice Care Center and the Rural Center reimburses on a per job basis.

**DSS Fund**

**Revenues:**

Child Support Enforcement Incentives	145310-331028	\$(88,922)
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Expenditures:

Salary & Wages – Regular	145310-412100	\$(88,922)
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The budget amendment above is to reduce the federal child support enforcement incentives by \$88,922 to correspond with funding authorization received from DHHS reducing revenue to \$69,159 from the original budget projection of \$158,000.

**Schools Capital Projects Fund**

Revenues:

NC Education Lottery Funds	428006-332850	\$1,360,000
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Expenditures:

NC Education Lottery Funds	428006-464103	\$1,360,000
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The budget amendment above is to appropriate NC Education Lottery Funds approved by the State Board of Education for the Leland Middle School Metal Roof Retrofit. This project was previously approved by the Board of Commissioners and the Board of Education.

**County of Brunswick, North Carolina  
Brunswick County Schools Capital Project Fund**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated in the Brunswick County Schools Capital Project Fund:

**Schools Capital Project Fund:**

Revenues:

NC Education Lottery	\$6,071,142
Investment Earnings	\$9,907
Transfer from General Fund	\$7,259,157
Transfer from Special School Capital Reserve	\$3,628,226
Transfer from School Capital Reserve	\$13,832,255
Fund Balance Appropriated	<u>\$6,542,506</u>
<b>Total Schools Capital Project Fund Revenues</b>	<b>\$37,343,193</b>

Expenditures:

Excess Ad Valorem Funded Schools Projects	\$8,343,933
Local Option Sales Tax Funded School Projects	\$17,698,167
GF Hold Harmless Medicaid Swap Funded Projects	\$372,871

NC Education Lottery School Projects	\$6,071,142
Current Year Estimated Excess Ad Valorem Agreement Contingency	\$678,453
Ad Valorem Contingency	\$3,493,314
Sales Tax Contingency	\$371,300
Transfer to General Fund	<u>\$314,013</u>
<b>Total Schools Capital Project Fund Expenditures</b>	<b>\$37,343,193</b>

Section 2. The following amounts are hereby appropriated in the Brunswick County General Fund:

Contributions to the Capital Project Fund	<b>\$7,259,157</b>
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Section 3. It is estimated that the following revenues will be available in the Brunswick County General Fund:

Current Funds Appropriated	<b>\$7,259,157</b>
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Section 4. This Capital Project Ordinance shall be entered into the minutes of the March 18, 2013 meeting of the Brunswick County Board of Commissioners.

- D. Child Fatality Prevention Team (CFPT) Annual Activity Summary Report for 2011 & 2012** .....pg. 81-85  
Staff requests Receiving Child Fatality Protection Team Annual Activity Report for the Calendar Years of 2011 and 2012 as information.
- E. Brunswick County Health and Human Services – Proposed State Consolidated Agreement for 2013-2014** .....pg. 86-119  
Staff requests approving the State Consolidated Agreement between the State of North Carolina and Brunswick County Health and Human Services for FY 2013-2014.
- F. EMS – Proposed Hazardous Materials Emergency Planning (HEMP) Grant Agreement** .....pg. 120-137  
Staff requests approving the Hazardous Materials Emergency Planning (HEMP) Grant Agreement between Brunswick County and the North Carolina Department of Public Safety and the Associated FY 2012-2013 Budget Amendment.
- G. EMS – Proposed Supplemental Emergency Management Performance Grant (EMPG) Memorandum of Agreement Amendment for Brunswick County** .....pg. 138-144  
Staff requests approving Supplemental Emergency Management Performance Grant Memorandum of Agreement and the Associated Budget Amendment.
- H. Planning – Proposed Re-Allocation of funding to replace existing single-wide mobile home located at 927 J-N-E-Lane, Shallotte with a donated stick-built home** .....pg. 145-155  
Staff requests Reallocation of \$19,874 and an additional application of \$21,589 from unallocated CDBG Administrative funds to replace home at 927 J-N-E Lane in Shallotte.
- I. Administration – Cape Fear Regional Jetport Request to advance funds for construction of an Aircraft Storage Building** .....pg. 156-159  
Staff requests to approve the Use of Previously Appropriated Funds for the Construction of a 100' x 100' Aircraft Storage Building.

<b>J. Parks &amp; Recreation – Eastern Environmental Inc. Service Agreement</b> .....	pg. 160-165
Staff requests approving the service agreement with Eastern Environmental, Inc.	
<b>K. Finance – Proposed DOT Grant Agreement</b> .....	pg. 166-167
<b>VI. Administrative Report</b>	
<b>1. Planning – Board of Commissioners guidance regarding Planning Board Public Hearings, Mailed Notifications, and Newspaper Notifications (Leslie Bell)</b> .....	pg. 168-170
<b>2. Engineering – Proposed Change Order #1 to the Contract with McArthur Construction (Brigit Flora)</b> .....	pg. 171-176
Staff recommends approving Change Order No. 1 to the Contract of McArthur Construction for the Old Shallotte Road Waterline Project to add the Green Bay Road Interconnect and the associated budget amendment and capital project amendment.	
<b>3. Public Utilities – Proposed Contract Amendment #1 with HDR Engineering, Inc. of the Carolinas in the amount of \$106,200 (Jerry Pierce)</b> .....	pg. 177-182
Staff recommends approving Contract Amendment No. 1 with HDR Engineering, Inc. of the Carolinas.	
<b>4. Finance – February 2013 Financial Report (Ann Hardy)</b> .....	pg. 183-185
Staff recommends Receive Financial Report for February 2013 as information.	
<b>5. Administration – Proposed Resolution approving the Memorandum of Understanding and Authorizing Brunswick County’s Participation in the Grand Strand Area Transportation Study Metropolitan Planning Organization (Marty Lawing)</b> .....	pg. 186-200
<b>6. Informational Technology Strategic Plan Report (Steve Randone)</b>	
<b>VII. Board Appointments</b>	
<b>1. Economic Development Commission (District 4 appointment)</b> .....	pg. 201
<b>2. Equalization &amp; Review (District 2, &amp; District 4 appointment)</b> .....	pg. 202
<b>3. Marine Fisheries Advisory Board (District 3 appointment)</b> .....	pg. 203-205
<b>4. Wilmington RPO (1 Commissioner appointment)</b>	
<b>VIII. County Attorney’s Report</b>	
<b>IX. Other Business/Informal Discussion</b>	
<b>X. Adjournment</b>	